

## **ELITE Germantown Faculty Workgroup Virtual Meeting Minutes**

**November 5, 2020**

**1:00 pm - 2:00 pm**

**In attendance:** Mary, Mitch, Metta, Matt, Jon, Carla, Darren, Tom C.

**REVIEW AND APPROVAL OF MINUTES** October meeting minutes approved by Matt.

### **OLD BUSINESS**

- ✓ Microsoft Teams workshop was very successful! 23 attended. Many new to MT. Carla will ask if Jojo and Jarvis want to do it again. **Updated:** Darren states that the session was recorded and is available for anyone to see. Set up in MT so that those who watch it can post questions to the workshop leaders. This will be shared.
- ✓ White Fragility workshop was well attended—20-30 people.
- ✓ Library Workshop—18 people, went well.
- ✓ **We have four workshops in November:** Pronoun usage and scholarly writing (Nov 9), OER Q and A (Nov 12), Using Excel to upload tests (Nov 12), and Basics with Flip grid (Nov 19).
- ✓ We still need to add workshops for December.

### **NEW BUSINESS**

Follow-up discussion on contact information for the flyer: we need to add a contact person for those who are having issues with registering for the workshop. MC Learns continues to be an issue. Carla will be point person. She will connect with Sharmini directly if anyone contacts her about enrolling.

### **Brainstorm additional workshop for fall 2020/spring 2021:**

- ✓ Mitch will meet on the 9<sup>th</sup> on the PTFI (Part Time Faculty Institute) and will get some feedback from them, encourage them to propose a workshop.
- ✓ Need to get a better sense from Mike Mills about the theme for professional week in Jan.
- ✓ Mitch-discussions with folks about workforce development workshops. Are there workshops for WDCE? Tom states that Marcie Jackson is the point person and has done some SRT like trainings for WDCE faculty members. Mary will follow up with Philip Bonner about this and get us on an email trail.
- ✓ Darren will share the Microsoft Teams recording link with the chairs.

The meeting was adjourned at 1:30pm.

**NEXT MEETING:** December 3<sup>rd</sup> 1-2pm.